



# Water Efficient Landscape Ordinance Reporting Form

C1	Agency Name:	City of San Leandro
C2	Address:	835 East 14th Street
C3	Contact Name:	Sally Barros
C4	Title:	Principle Planner/Sustainability Officer
C5	Phone Number:	510-577-3458
C6	Phone Extention:	
C6	Email:	<a href="mailto:sbarros@sanleandro.org">sbarros@sanleandro.org</a>
1a	Is your agency adopting a single agency ordinance OR a regional agency alliance ordinance?	Single Agency Ordinance ▼
1b	Date of adoption OR anticipated adoption:	December 31, 2016 but the newly amended WELO has been adopted by default
2a	Reporting period:	
2b	December 1, 2015 through December 28, 2015 (all agencies)	<input checked="" type="radio"/>
2c	February 1, 2016 through February 28, 2016 (additional reporting period for agencies crafting regional ordinances with other agencies)	<input type="radio"/>
3a	Are you using:	the Model Water Efficient Landscape Ordinance (MWELo) ▼
3b	For agencies who have adopted a modified WELO	
3c	Is it at least as efficient as MWELo?	Yes ▼
3d	URL for your WELO	<a href="http://www.qcode.us/codes/sanleandro-zoning/view.php?topic=iv-19&amp;frames=off">http://www.qcode.us/codes/sanleandro-zoning/view.php?topic=iv-19&amp;frames=off</a>
3e	List major changes from the State's MWELo	Incorporation of the Bay Friendly Landscape Checklist by StopWaste.Org
3f	If specific types of projects are exempt (other than those already specified in MWELo), state what they are and the sections of the ordinance that they are exempt from.	no additional exemptions
3g	Have elements from other regulations been incorporated (e.g., tree shading percent coverage requirement, stormwater capture requirements).	Yes ▼
3h	If yes, describe:	WELO language was added to Article 19, which contained existing landscape requirements for parking lots and other projects that require Site Plan Review
4	If other agencies are implementing the ordinance, explain their role:	
5	Permitted projects subject to the ordinance during the reporting period (*e.g., single family residences, commercial projects, landscape retrofits for which permits were finalized during the reporting period, etc.):	none
6a	Total landscape area subject to the ordinance over the reporting period:	1 none



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6b	Unit of Measure (sq. ft. or acres)	Square Feet ▼
7a	During the reporting period, how many of the following types of projects did your agency issue final permits on:	
7b	new housing starts	unknown
7c	new commercial projects	unknown
7d	landscape retrofits	unknown
8	Describe the procedure for review of projects subject to the ordinance:	Landscape Review
9a	Describe actions taken to verify compliance:	Planning staff reviews and approves building permits registered with the Building Department
9b	Is a plan check performed?	Yes ▼
9c	If so, by what entity?	Planning and Building staff
10	Describe implementation and enforcement measures:	Staff reviews all proposals for new development (building permits and/or planning entitlements.) For projects that trigger the Landscape Review (WELO or Article 19), the city accepts a self-certification letter from a licensed landscape architect stating that the project complies with WELO which is reviewed and confirmed by staff.
11	Explain challenges to implementing and enforcing the ordinance:	Permit tracking software implemented in February 2015 has been subject to a series of difficulties related to creating reports
12	Describe educational and other needs to properly apply the ordinance:	More information sheets should be created to hand out at the permit counter and training for planners and building permit clerks and plan checkers to adequately catch all projects subject to WELO
13	Additional Comments:	City of San Leandro does not have adequate staff to evaluate landscape in-house. We initially thought to charge applicants to have an outside landscape architect verify any projects that trigger WELO/Article 19, but have opted to have the applicant pay for its own landscape architect and self-certify compliance.

Please submit reports, including a copy of your local water efficient landscape ordinance, via email to [WELO@water.ca.gov](mailto:WELO@water.ca.gov) by December 31, 2015. Agencies preparing a regional ordinance must submit an additional report by March 1, 2016. For questions, please call Ms. Julie Saare-Edmonds at (916) 651-9676.